

REGULAR TOWN COUNCIL MEETING
AGENDA
December 9, 2024
7:00 PM

The Zoom Link to the meeting is provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/85680739243>

1a. Call to Order

Council Chair; John Trask _____, Vice Chair: Stephen Clay _____.

Councilors; Marscella Ireland _____, Jared McCarthy _____, Daniel Summers _____, Gordon Street _____, and Sheldon Hanington _____.

1b. Pledge of Allegiance

2. Special Recognition

3. Approval of Minutes: From the November 18, 2024 special and regular meetings. If no objections are registered Council Chair shall approve the same as written.

4. Approval of the Warrants (0104)

SUGGESTED MOTION: To approve and sign Warrants # _____ through # _____ in the amount of \$ _____.

MOTION: _____ SECOND: _____ VOTE: _____

5. Acceptance of Gifts/Donations and Grants (0104)

SUGGESTED MOTION: Move to approve and accept the following Gifts, Donations and Grants in the amount of \$5720.20, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Poland Springs		\$5000.00	Heating Fund
Jane Van Arsdale	6- Children's MBob chairs	\$700.20 Including S&H fee	Children's Library

MOTION: _____ SECOND: _____ VOTE: _____

6. Chairman's/Town Manager's Comments:

7. Planning Board Report:

8. Monthly Reports:

9. **Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

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The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.

10a. **Public Hearing – Town of Lincoln Schedule of Fees (0100)**

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed revisions/updates to the Town of Lincoln Schedule of Fees; as attached.

MOTION: _____ SECOND: _____ VOTE: _____
TIME STARTED: _____ TIME CLOSED: _____

10b. **Approval (0100)**

Note: This is an annual review and adoption.

SUGGESTED MOTION: Move to approve the revised/updated Town of Lincoln Schedule of Fees; as attached.

MOTION: _____ SECOND: _____ VOTE: _____

11. **2025-2026 Council Committee Appointments (0100)**

SUGGESTED MOTION: Move to confirm the Council Chair’s appointments to the following committees:

- Roadway Committee:** Stephen Clay, Jared McCarthy, and Sheldon Hanington
- Appointments Committee:** Marscella Ireland, Dan Summers, and Sheldon Hanington
- Finance Committee:** Stephen Clay, Gordon Street, Marcella Ireland

MOTION: _____ SECOND: _____ VOTE: _____

12. **Discussion-** Limiting Cannabis Shops (0100, 0106)

13. **Discussion-** Tax Assistance Committee (0100, 0105)

14. **Police Cruiser Purchase** (0302)

SUGGESTED MOTION: Move to authorize the Town Manager and Chief of Police to purchase a 2018 Ford Expedition from the University of Maine for the sum of \$20,000.00 with funding to come from the Cruiser Capital line item.

MOTION: _____ SECOND: _____ VOTE: _____

15. **Authorize Payment of Fees-** State of Maine Paid Family Medical Leave (0706)

SUGGESTED MOTION: Move to Authorize the Town of Lincoln to pay .5% of all non-union personnel wages (non-union employees will pay .5% of the mandated 1% of base wages) to the State of Maine Paid Family Medical Leave program; newly enacted into State law. This mandate is effective January 1, 2025 and this authorization of Town funding is in effect until rescinded by the Council at a later date.

MOTION: _____ SECOND: _____ VOTE: _____

16. **Award Bid-** Tax Acquired Property 5 Highland Avenue (0104)

Note: Minimum bid amount was set at \$18,585.00.

SUGGESTED MOTION: Move to award the bid for property located at 5 Highland Avenue to Neha Raval for the amount of \$31,000.00.

MOTION: _____ SECOND: _____ VOTE: _____

17. **Approve Abatements** (0105)

SUGGESTED MOTION: Move to approve the abatements as requested by the Assessor and shown below:

Name	Billing years	Amount	Business equipment/Real Estate
Elizabeth Marks #3559	FY 2024 FY 2023	\$2,291.65 \$1,960.20	Building value, overvaluation from data entry error
Byron Sanderson #2904	FY2024 FY2023	\$293.21 \$250.80	Land valuation valued higher than all other property in residential area

Name	Billing years	Amount	Business equipment/Real Estate
Whitney Energy #272	FY 2024 FY 2023	\$1,546.11 \$1,373.78	This abatement is for the purpose of reissuing the bill and forgiving the interest that has accrued. In FY2023 this bill was issued to the incorrect owner. The bill was correct for the following year and the FY2025 year. The problem was the owner of this property thought it was included in his monthly tax booklet payment. It was an oversight. This would allow us to abate the bill issued in error and reissue a corrected bill less the interest of \$93.30 for FY2023 and \$49.21 for FY2024

MOTION: _____ SECOND: _____ VOTE: _____

18. Approve and Sign Resolution- Community Resilience Grant (0103)

SUGGESTED MOTION: Move to approve and sign the resolution to apply for a Community Resilience Grant for the purpose of stormwater planning and design for \$75,000.

MOTION: _____ SECOND: _____ VOTE: _____

19. Future Agenda Items

20. Executive Session (0100)

SUGGESTED MOTION: Move to retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (A) Personnel.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

21. Adjourn

SUGGESTED MOTION: Move to adjourn the meeting at _____ pm

MOTION: _____ SECOND: _____ VOTE: _____

Upcoming Meetings and other Noteworthy Items:

- Dec. 5th Finance Committee 4:30pm- Warrant
- Dec. 7th Breakfast with Santa at Ella P. Burr School 8am to Noon
- Dec. 7th Christmas Tree lighting and Parade 5pm
- Dec. 9th Regular Council Meeting 7pm
- Dec. 11th Finance Committee 4:30pm- Payroll
- Dec. 14th Wreaths Across America Ceremony 12:00 at Veteran's Memorial by Hannaford; wreath laying at Lincoln cemeteries to follow.
- Dec. 17th Planning Board 6pm
- Dec. 18th Finance Committee 4:30pm-Payroll
- Dec. 19th Finance Committee 4:30pm- Warrant
- Dec. 24th Town Office Closes at Noon
- Dec. 24th Library Closes at 12:00pm
- Dec. 24th Transfer Station Closes at 11:30am
- Dec. 24th Business office at the Police Station Closes at Noon
- Dec. 25th All Departments Closed (except emergency personnel)
- Dec. 26th Finance Committee 4:30pm- Payroll
- Jan. 1st All Departments Closed (except emergency personnel)

Meetings and other noteworthy items are subject to change without notice.

**SPECIAL TOWN COUNCIL MEETING
MINUTES
November 18, 2024
6:00 PM**

The Zoom Link to the meeting was provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/7495106748?pwd=aVJiT3plTnAveidDNDIyWkhzeXNtdz09>

1a. Call to Order at 6:00pm.

Present: Council Vice Chair; John Trask.

Councilors; Marscella Ireland, Jared McCarthy, Daniel Summers, Gordon Street.

Councilors Elect; Stephen Clay, and Sheldon Hanington.

Also present, Town Manager Rick Bronson and Town Clerk Ann Morrison.

1b. Pledge of Allegiance

- 2. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

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No comments.

3. Town Clerk administers the oath of office to Councilors elect

Town Clerk Ann Morrison swore in the newest Councilor members, Stephen Clay and Sheldon Hanington.

4a. Call for nomination(s) and vote of Council Chair

Motion made by Stephen Clay and seconded by Daniel Summers to accept nominations.

Stephen Clay nominated John Trask.

Motion made by Stephen Clay and seconded by Jared McCarthy to cease nominations.

Motion made by Stephen Clay and seconded by Jared McCarthy to appoint John Trask as Council Chair.

VOTE: 7-0

4b. Gavel turned over to newly elected Council Chair

The gavel was turned over to John Trask.

5. Newly Elected Chair calls for nomination(s) and vote of Council Vice Chair

Motion made by Marscella Ireland and seconded by Daniel Summers to accept nominations.

Motion made by Marscella Ireland and seconded by Daniel Summers to nominate Stephen Clay as Council Vice Chair.

Motion made by John Trask and seconded by Daniel Summers to cease nominations.

Motion made by Marscella Ireland and seconded by Daniel Summers to appoint Stephen Clay as Council Vice Chair.

VOTE: 7-0

6. Adoption of Council Rules (0101)

Note: This is an annual review and adoption.

Motion made by Jared McCarthy and seconded by Daniel Summers to adopt Council Rules, *as attached*.

Councilor Hanington would like some changes made to Section 4 and Section 12.

Council Chair John Trask asked Councilor Hanington to put his proposed changes in writing and submit them for addition to the December Council agenda.

VOTE: 7-0

7. Future Agenda Items

None

8. Adjourn

Motion made by Stephen Clay and seconded by Daniel Summer to adjourn the meeting at 6:05pm.

VOTE: 7-0

Respectfully Submitted by:
Town Clerk Ann Morrison

**TOWN COUNCIL SPECIAL MEETING
MINUTES
November 18, 2024
6:30 PM**

The Zoom Link to the meeting was provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/7495106748?pwd=aVJiT3pITnAvejdDNDIyWkhzeXNtdz09>

1. Call to Order at 6:30pm.

Newly elected Council Chair: John Trask
Newly elected Vice Chair: Stephen Clay

Present: Councilors; John Trask, Marscella Ireland, Jared McCarthy, Daniel Summers; Gordon Street, Stephen Clay, and Sheldon Hanington.

Also, present; Town Manager Rick Bronson and Town Clerk Ann Morrison.

2. Open Forum: The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

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No comments.

3. Presentation by Anthony Jessen of UBS Financial Services, INC. (0104)

Tony Jessen, our financial advisor from UBS Financial Services, came and gave an annual update to the Council regarding our accounts that he manages.

Tony began by telling the Council that it has been a positive year for stocks and bonds. When interest rates fall, the bond rates go up. The earnings in stocks have been good and innovation is alive and well, which is driving the positive results we are seeing.

The S&P 500 is up 20%.

Rates of return generally average about 9%, and are double this year.

The Magnificent Seven Companies have influenced the rate of return. The Magnificent Seven include Amazon, Apple, Microsoft, Google Parent Alphabet, Nvidia, Meta platforms, and Tesla which make up 30-35% performance of the S&P 500.

Our Town accounts are doing well, with an average rate of return over twelve years at 7%.

Value 50%
Growth 50%

The past few years have seen withdrawals that have been over 10%. The accounts will not last long if we sustain that much of a withdrawal each year.

MacGregor Fund: A library fund. The account is doing well with a 14.87% rate of return this year. This is now in a mutual fund where it was transferred a few years back when the balance got too low. Withdrawing \$5,000 or less per year should keep the account alive for a long time.

Maine PERS Account: The rate of return was 10.46% this year. Withdrawing 5% a year is extremely sustainable; even 6-8% is doable to withdraw per year. But, no more than 7% or 8% is recommended in order to keep the account working for years to come.

Cobb Account: The withdrawals for this account are sustainable.

Tony's Crystal ball; looking into the future: Inflation is getting under control and continues to shrink. The Federal Reserve goal is 2% and is currently at 2.6%. Unemployment is at 4% give or take and their goal is 5%. Wars and politics won't affect the market much unless a war goes nuclear.

4. **Adjourn**

Motion made by Stephen Clay and seconded by Jared McCarthy to adjourn the meeting at 7:01pm.

VOTE: 7-0

Respectfully Submitted by:
Town Clerk Ann Morrison

**REGULAR TOWN COUNCIL MEETING
MINUTES
November 18, 2024
7:00 PM**

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1a. Call to Order at 7:02pm.

Present: Council Chair; John Trask and Vice Chair Stephen Clay.

Councilors; Marscella Ireland, Jared McCarthy, Daniel Summers, Gordon Street, and Sheldon Hanington.

1b. Pledge of Allegiance

2. Approval of Minutes: From the October 21, 2024 regular meeting. No objections were registered therefore; the Council Chair approved the same as written.

3. Approval of the Warrants (0104)

Motion made by Jared McCarthy and seconded by Daniel Summers to approve and sign Warrants #41 through #49 in the amount of \$1,223,813.21.

VOTE: 7-0

4. Acceptance of Gifts/Donations (0601)

Motion made by Marscella Ireland and seconded by Daniel Summers to accept the following Gifts/Donations as detailed below:

Organization	Type of Gift	Department
Chase Page	Picnic Table	C, P & R for Edwards Family Children's Pond
Family of Donald Dill	Park Bench	Cemetery, Parks and Recreation
Anthony & Pennie Stewart	Park Bench	Cemetery, Parks and Recreation

VOTE: 7-0

5. Chairman's/Town Manager's Comments:

Council Chair Trask thanked George Edwards and Cathy Moison for the time spent serving on the Town Council and hopes that they will continue to volunteer on Boards and Committees in the future.

Manager Bronson explained to the Council about an item later in the agenda regarding the new paid FMLA law. This is a new mandate required by the State of Maine.

6. **Planning Board Report:**

The Board approved four items last month including a lot in an aquafer that they wish to divide amongst heirs.

Biofine went in front of the Board for approval and stated that a tour of their research facility in Old Town was very educational.

7. **Monthly Reports:**

Councilor Hanington asked about the 40% tax valuation increase in April and would like more clarification.

Council Chair Trask asked him to hold his questions/comments for a workshop regarding this topic at a date to be determined.

8. **Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

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No comments.

9. **Street Closure- Festival of Lights Parade & Tree Lighting (0105)**

Motion made by Stephen Clay and seconded by Daniel Summers to approve the closure of Veteran's Square from 4pm to 6pm for the December 7, 2024 Christmas Tree Lighting Ceremony and the closure of Main Street for the Parade of Lights between the hours of 4:00pm and 6:00pm.

VOTE: 7-0

10. Closures- South Shore Outboard Boat Races (0105)

Motion made by Sheldon Hanington and seconded by Gordon Street to approve the closure of Prince Thomas Park Parking Lot to vehicular traffic and the beach area to pedestrian traffic on May 16, 17, and 18, 2025 to accommodate the South Shore Outboard Boat Races.

Councilor Street asked if this was a closure of the beach area.

Representatives from the boat race group clarified that the beach area will be closed to foot traffic to protect the spectators and will be fenced off.

The closure of the beach area will be Friday 12pm to 3pm and Saturday and Sunday from 9am to 3pm.

The parking lot area will be open for handicap access only.

The motion was amended and seconded by Councilor Street to clarify the closures as Friday from 12pm to 3pm and Saturday and Sunday from 9am to 3pm.

VOTE: 7-0

11. Acknowledgement (0101)

Motion made by Stephen Clay and seconded by Marscella Ireland to acknowledge the official election results in the Town of Lincoln for both the November 5, 2024 State General and Referendum Election and the Local Candidate election, as attached.

Councilor Trask thanked all of the election workers for a job well done during this very busy election.

Lots of positive comments were expressed by the Councilors along with other positive feedback they had received as well from residents of Lincoln voting in this election.

VOTE: 7-0

12a. Public Hearing- Cemetery Ordinance 1802.10 (0601)

Motion made by Gordon Street and seconded by Marscella Ireland to open a public hearing for the purpose of hearing oral and written comments on the proposed changes to the cemetery ordinance section 1802.10 Stone and Monumental Work.

VOTE: 7-0

TIME STARTED: 7:17pm

Cemetery, Parks, and Recreation Director stated that he had spoken with Rogan's and other monument services in the area. He recently paid \$450 for four stones to be reset. They suggest that using crushed stone or patio blocks for our cemeteries should be fine going forward. By making this change, stones may not have to be reset as often as they age. Other cemeteries that have a lot of sand should not be using crushed stone.

TIME CLOSED: 7:20pm

12b. Approve Change- Cemetery Ordinance 1802.10 (0601)

Motion made by Daniel Summers and seconded by Gordon Street to approve the ordinance changes to section 1802.10 Stone and Monumental Work; as attached.

VOTE: 7-0

13a. Public Hearing- Issuance of Renewal Bottle Club License Application (0101)

*Please note the Police Chief does not have an issue with this license.

Motion made by Jared McCarthy and seconded by Daniel Summers to open a public hearing for the purpose of hearing oral and written comments on the issuance of a renewal Bottle Club License Application for the Lincoln Snowhounds Snowmobile Club.

VOTE: 7-0

TIME STARTED: 7:21pm

No comments.

TIME CLOSED: 7:21pm

13b. Issuance of Renewal Bottle Club License Application (0101)

Motion made by Daniel Summers and seconded by Stephen Clay to approve the renewal Bottle Club License Application for the Lincoln Snowhounds Snowmobile Club.

VOTE: 7-0

14. Authorize Bid Process (0104)

Motion made by Stephen Clay and seconded by Jared McCarthy to authorize the Treasurer, on behalf of the Town Council, to dispose of real estate acquired by the Town

for non-payment of taxes by initiating the bid process to dispose of the property located at 5 Highland Avenue with a minimum bid of \$18,585.00.

Councilor Hanington asked if all efforts had been made to the former owner to rectify the tax situation.

Treasurer Quintela stated that the property had been abandoned for at least the past five years and the Council condemned it last month. HUD has written it off on their end. If the Town collects more than what is owed; after all administrative costs are applied, the remaining funds have to be given to the former owner, per the new State law.

Councilor Hanington, expressing concerns about conflicts of interest, would like to see that no employee or immediate family member be allowed to bid on this property.

Manager Bronson stated that he is not aware of any such ordinance prohibiting a town employee for doing so.

Councilor Trask asked if we can recoup our money spent dealing with this property.

Treasurer Quintela stated that we can apply our administrative costs and other time and money spent taking care of property concerns.

VOTE: 7-0

15. Accept Grant (0100)

Motion made by Jared McCarthy and seconded by Daniel Summers to accept a Risk Reduction grant in the amount of \$3,000 from Maine Municipal Association to install security cameras in the Town Office; any additional funding will come from E900-0110 Finance Computers.

Councilor McCarthy asked why we have excess in computer funds.

Treasurer Quintela stated that each year she has a list of computers that should be upgraded or replaced but they don't all happen each year. Sometimes things can be fixed instead of replaced which costs less.

Councilor McCarthy stated that during budget season they had talked at length about not spending from lines for something other than what was budgeted for. He agrees that cameras are needed.

Manager Bronson stated that he has refused his new computer that was budgeted for the past two years so that has helped as well.

VOTE: 7-0

16. Discussion- State of Maine Paid Family Medical Leave (0702)

Treasurer Quintela stated that with this new law all employers need to pay the State of Maine 1% of all employee wages to the State quarterly. The employers can decide how that 1% is to be collected. The Town can pay a portion and the employee pays a portion, or the employee pays the whole amount. Currently, the employees belonging to a Union do not have this included in their contracts; therefore, until a new contract is negotiated they are not expected to pay their portion individually, the Town will need to do so. Knowing this, the Council needs to vote on how they wish to proceed.

Councilor Trask confirmed that this is effective January 1, 2025 when the contributions will need to be taken out of employee paychecks.

Manager Bronson stated that the Council will need to vote in December whether or not the employee will pay all or a portion of the 1% required.

Councilor Trask stated that he believes a half and half split would be fair until the union contracts are negotiated.

Treasurer Quintela stated that one years' worth of contributions for non-union employees is approximately \$13,551 of which half would be about \$6,000 split between the town and the employees.

17. Accept Grant- Northern Penobscot Activities Council "Play Matters Grant" (0700)

Motion made by Sheldon Hanington and seconded by Jared McCarthy to accept a Play Matters Grant from the Northern Penobscot Activities Council in the amount of \$750 to create an interactive story walk on the Town of Lincoln Walking Trail in the Spring of 2025.

Councilor Trask asked who will maintain and/or repair this story walk.

Library Director Lauren Hakala stated that those repairs/maintenance would fall on budgeted library funds after the grant initial work is completed. She believes this will be minimal.

Councilor Trask asked if Public Works would be used to set this up initially.

Manager Bronson stated that he sees this something that Cemetery, Parks, and Recreation would be helping with; not Public Works.

Councilor McCarthy asked what this project actually is.

Library Director Hakala explained that it is a story being told along the walk, one page at a time, so by the time you reach the end of the walk you have read the whole storybook.

VOTE: 6-1
Councilor Trask opposed.

18a. Discussion- Library Advisory Committee Appointment (0700)

Manager Bronson stated that a question had come up regarding this committee and whether or not a non-resident could become a member of the committee. The only application we had received was from a non-resident; but as of tonight, we now have two applicants and one is a Lincoln resident.

Councilor Summers asked if non-residents pay a fee to use the library.

Director Hakala stated that out of town members do pay a fee for a library card.

Councilor Summers asked where that money goes.

Director Hakala stated that it goes into the library revenue account.

Councilor Trask stated that if there were not two applicants he may have agreed to a non-resident, but would give the appointment to a resident over a non-resident.

Councilor Ireland asked if this committee gets involved with taxes and spending of funds.

Director Hakala stated that they get to see the budget and make recommendations in their role as part of the committee.

Councilor Ireland stated that she sees a non-resident with a library card as someone paying to receive a service and shouldn't be involved in an advisory capacity.

18b. Appoint Member- Library Advisory Committee (0700)

Motion made by Gordon Street and seconded by Marscella Ireland to appoint Cathy Moison to the Library Advisory Committee to fill a vacancy until May 2025.

VOTE: 7-0

~~19. Executive Session (0100,0700)~~

~~SUGGESTED MOTION: Move to retire into Executive Session Pursuant to Title 1
MRSA Section 405 (6) (A) Personnel.~~

~~MOTION: _____ SECOND: _____ VOTE: _____~~

~~TIME STARTED: _____ TIME CLOSED: _____~~

20. Future Agenda Items

Workshop with the Assessor regarding valuations
Discussion on cannabis shops in town

21. Adjourn

Motion made by Stephen Clay and seconded by Jared McCarthy to adjourn the meeting at 7:46pm.

VOTE: 7-0

Upcoming Meetings and other Noteworthy Items:

Nov. 14 th	Finance Committee 4:30pm- Warrant
Nov. 20 th	Finance Committee 4:30pm-Payroll
Nov. 26 th	Planning Board 6pm
Nov. 27 th	Finance Committee 4:30pm-Payroll and Warrant
Nov. 28 th	Town Office, Library & Transfer Station Closed- Thanksgiving
Nov. 29 th	Town Office, Library & Transfer Station Closed- Thanksgiving Holiday
Dec. 4 th	Finance Committee 4:30pm-Payroll
Dec. 7 th	Breakfast with Santa at Ella P. Burr School 8am to Noon
Dec. 7 th	Christmas Tree lighting and Parade 5pm
Dec. 9 th	Regular Council Meeting 7pm
Dec. 11 th	Finance Committee 4:30pm- Payroll
Dec. 17 th	Planning Board 6pm
Dec. 18 th	Finance Committee 4:30pm-Payroll
Dec. 14 th	Wreaths Across America
Dec. 24 th	Town Office Close at Noon
Dec. 25 th	All Departments Closed (except emergency personnel)
Jan. 1 st	All Department Closed (except emergency personnel)

Meetings and other noteworthy items are subject to change without notice.

MEMORANDUM

To: Rick Bronson
Town Manager
Fr: Steve Levesque
Economic Development Advisor
Re: Economic Development Report
Dt: November 30, 2024

Following, is an update on our current economic development consulting activities on behalf of the Town of Lincoln thru November 2024.

My focus this past month has been involved with: 1) the various complex issues associated with facilitating the Biofine project; 2) managing several environmental clean-up grant applications and contracts; 3) working through the development of industrial wastewater management solutions associated with Biofine; 4) developing and managing an on-going, large-scale vision and implementation strategy for mill site redevelopment; 5) facilitating several grant and loan applications for environmental remediation infrastructure and new building development; and 6) facilitating several business development clients. Following is a general bullet list of my activities over the past several months:

- Continue to work with Town Manager, Town Attorney, and engineering consultants to fine-tune infrastructure needs and associated costs to support Biofine and overall mill redevelopment efforts;
- Continue to work with environmental consultants and Economic Development Administrator on timing of remediation efforts above;
- Worked with Economic Development Administrator and Designlab on development of Lincoln marketing presentations;
- Continue to work with environmental consultants, EMDC and others on identification of future grant funding programs to support future capital and environmental assessment and remediation needs, including industrial wastewater management.
 - *To date, the Town has been awarded over \$15 million in grants and deferred loans in support of the mill site redevelopment effort, with \$13 million in pending applications;*
- Saw the completion of the environmental remediation and related removal of old Bldgs 6 & 7;
- The Town was recently awarded a \$5 million grant from EPA Brownfield funds to assist with environmental remediation and building demolition;
- Worked with EMDC to secure \$365,000 in Brownfields RLF funds for permitting and remediation;

- Worked with our environmental consultants to submit \$2,160,000 application to Maine DECD Brownfields program for Asbestos consolidation area preparation. We were awarded \$1 million for initial efforts;
- Worked with EMDC and our engineering and environmental consultants to submit a \$3,700,000 application to the US Economic Development Administration to construct the Innovation Center;
- Working with the USDA on a funding for the industrial wastewater treatment facility;
- Successfully worked with Town Manager, Economic Development Administrator, Town attorneys and State officials on Mill Facilities District Legislation, which was signed by the Governor;
- Worked with Town administration and legal counsel, and EMDC to finalize and fund short-term development loans for Biofine;
- Worked with Town Attorney, staff and environmental team and the DEP to develop beneficial use case for use of asbestos containing materials for fill of future solar farm;
- Worked with Town staff and Form Energy to draft a lease term sheet;
- Worked with Biofine to facilitate DEP required public session;
- Worked with Town staff, attorney, and consultants to prepare and distribute rfp for design of the industrial wastewater treatment facility;
- Worked with Town staff, EMDC and Town engineer to develop grant applications for the Innovation Center;
- We have researched and reached-out to over 170 companies (both domestic and international);
- Congress has approved our request for \$3,500,000.00 in funding for infrastructure improvements to the mill site, as recommended by both Senator Collins and Senator King. We are starting to work with HUD staff to begin the draw-down process;
- Because of the energy components of the mill site and our progress made to date on Biofine and Form Energy, the Town has been selected by the State Energy Office for the provision of Technical Assistance by their national consultants (HR&A Advisors, Inc.) to assist the Town staff in refining our vision and operational plan for the remainder mill site;
- Work with Town staff and attorney to effect LLIC and Lincoln Mill Facilities District (LMFC) regular and organizational meetings;
- We have been notified by both Senator Collins and King that the Senate Appropriations Committee (vote 28-1) has submitted the 2025 CDS budget request to include Lincoln's \$4,500,000 request to support additional infrastructure improvements at the mill site. It will still need to be approved by the full Congress; and
- We worked with environmental and legal team with DEP on submittal of permit to facilitate asbestos management on the mill site, which was approved. The permit work was funded through a Brownfields grant from EMDC.

The focus of our efforts in the coming months will be:

- Finalize Form Energy and Revision Energy lease option and lease agreements;
- Continue to work with the Town team and Biofine to develop a Services Agreement to bring before Council/Facilities District Board;
- Work with Town staff, engineers and EMDC to finalize HUD CDS 24 grant;
- Continue to work with the State, Town Manager, Economic Development Administrator, and others to respond to the requests and needs of several business prospects;
- Continue with business attraction outreach efforts;
- Continue to identify and seek federal and/or state funding to support all activities;
- Continue to work with engineering consultants, Town attorney and staff, DEP staff and Biofine reps to develop long-term industrial wastewater management program which supports the Biofine project and accommodates future mill site development activities and secure funding;
- Continue to work with Town Manager and Economic Development Administrator on development of mill site lease and sale pricing strategy;
- Evaluate with LLIC the feasibility and interest in building a new “flex” industrial facility on the mill site;
- Work with Economic Development Administrator, our engineering team and EMDC on development of grant applications for funding for the Innovation Center project and other potential projects;
- Continue to work with Town team and State Legislature to realize Mill Facilities District;
- Continue to work with the Town team, environmental consultants, the EPA, and State to further develop a long-range environmental remediation strategy and funding plan, to include a schedule for redevelopment of the mill site;
- Continue to work with environmental team to map-out and coordinate 2024 grant applications;
- Continue to work with Economic Development Administrator to develop short and long-range mill site and Town economic and community development strategy;
- Work with State team and their technical assistance consultants (HR&A Advisors), who will assist us with various aspects of the mill site redevelopment efforts include:
- Work with Town staff on development of a Lincoln Technology page on the Town’s website and a newsletter; and
- Continue to work with Town staff on mill redevelopment, airport opportunities, community capital needs and other emerging economic development issues.

- M O N T H L Y R E P O R T

DATE: November 27, 2024
TO: Rick Bronson, Town Manager
FROM: Ann Morrison, Town Clerk
RE: November Monthly Report

ACTIVITIES: We processed 1,028 absentee ballots on November 2nd. On November 5th we conducted the Presidential election at Mattanawcook Academy. The day went very well and our whole gym set up handled the influx of voters extremely well; with a few minor adjustments throughout the day. The police presence was very well received especially by the election workers and also put my mind at ease as I was busy with election related questions from voters. I asked for law enforcement to keep an eye on the voters making sure no one brought in fire arms and to back me up if I needed it when dealing with an upset voter. I did call their attention to one voter I was having an issue with, but eventually, they voted and left without incident.

After the election was over, we turned our focus onto the new dog licensing program. This program was rolled out by the State Animal Welfare office with one training and little to no information to utilize right at the heart of the Presidential election. None of the information from the old system was transferred into the new so each transaction has to be built in from scratch. We are muddling through but are asking the owners to be patient with us as we embark using this new system solely beginning the first week of December.

On November 19th over 1,200 signatures on 37 Voter ID petitions were dropped off for certification. We have diligently been working on certifying those signatures so we can return the petitions to the circulators in a timely manner.

Monthly Transactions	Nov. FY24
Paid Trash Passes	19
Complementary Trash Passes	13
Refrigerator Disposal	11
Tire Disposal	10
Notary / Dedimus / Copy / Fax	24
Library Fees Reconciliation	2
Police Fines & Fees Reconciliation	4
Concealed Weapons Reconciliation	1
Demo / Shingle Permits	87
ATV / Snow sled Registrations	15
Boats	0
Hunting/Fishing	9
Certified Birth	35
Marriage Intentions	0
Certified Marriage	8
Death Certificate	15
Burial Transit / Disposition	0
Cemetery Lot Sales	0
Grave Openings	1
Real Estate Taxes	2122
Lien Payment	17
Personal Property Taxes	65
Motor Vehicles	436
Dogs	41
Total	2935
Motor Vehicle Rapid Renewal	21
Boat Rapid Renewal	0

TAX COLLECTOR ACTIVITIES: Our main focus for taxes in November was handling the nearly 2,200 tax receipts that were processed in our office this month. The Core Logic batch upload continues to be a helpful part of the process, as it allows us to accurately process over 400 tax payments in about 15 minutes. All of the accounts still get double checked to make sure the payment amounts sent were correct and no adjustments are needed.

EMPLOYEES: Everyone needs a break sometimes; therefore, my staff has come up with a theme for the office to decorate for Christmas. They have coordinated decoration ideas with one another and have each contributed in their own way to the festivities. I must say they are very creative; making most of the ornaments that you will see in the office. I can't wait to see the finished product!

TRAINING: Learning the new dog licensing program.

M O N T H L Y R E P O R T

DATE: December 2, 2024
TO: Rick Bronson, Town Manager
FROM: Melissa Quintela, Treasurer
RE: November 2024

PROJECTS:

The Finance Department has been busy with updating Health Insurance rates and open enrollment. We had a 9% increase in our rates this year 0% for Dental Insurance as well. The Town offers Dental Insurance through the Health Trust and the employee is responsible for the cost of this.

GENERAL ASSISTANCE:

The office has been busy with heating assistance requests again this year. We started applications on November 15th and have processed applications for only 2 families; we assisted both of these families We set our income limits at 100% of the National Poverty level and all of these families have fallen below this level. This program is set up to help families that don't qualify for General Assistance, due to their income just over the guidelines. We do require that applicants also apply for LiHeap with Penquis Cap since we are only able to help once per heating season

We have been busy with requests from General Assistance for help with rent and utilities. We had multiple appointments this month requesting housing. We have several Homeless individuals come in or referred to the office. We have helped them with temporary Emergency Assistance and referred them to outside agencies so they could obtain the help they need.

Cindy and I both attended Maine Government Finance Officers training this month. The topic we were most interested in was on the new Paid Family Medical Leave Act.

M O N T H L Y R E P O R T

DATE: December 2, 2024
TO: Richard Bronson, Town Manager
FROM: Ruth E. Birtz, Economic Development Administrator and Assessor
RE: Monthly Report for November

Assessing:

The Assessing Department has been busy with finalizing all bill corrections and reviews requested for the first half billing. With the online availability of assessments more and more property owners are reviewing assessments in the Town of Lincoln. The result has been a few property owners have found errors in their assessments that resulted in a high value for their neighborhoods. I have a couple of these property owners on the December agenda. In both cases it appears that an error was made years ago. Property owners have 185 days to bring an error or mistake to an assessor. The assessor can make a adjustment or corrections within 1 year of commitment. Two additional years may be corrected, but that requires an action by the Town Council. Considering that Lincoln has multiple different marketing areas and over 5,000 parcels, these issues are likely to continue to be brought forward.

Passport Activity:

Passport activity is listed below.

MONTH	FY19	FY20	FY21	FY22	FY23	FY24	FY25
July	14	28	1	10	17	16	13
August	37	27	3	10	15	14	7
September	12	7	2	4	5	6	13
October	20	23	5	8	22	8	20
November	7	18	3	9	9	4	7
December	13	26	3	10	20	6	
January	20	22	5	6	33	32	
February	22	22	2	9	24	13	
March	20	5	8	14	12	27	
April	19	0	7	9	7	23	
May	9	0	7	7	17	19	
June	18	0	9	9	15	13	
Totals	211	178	55	105	196	181	60

Economic Development:

The current grant-loan-remediation efforts at the mill are listed in the following chart.

Grant	Loan	Source	Status	Project Description
205,000		MDF	Received	Environmental Studies
650,000		EPA	Received/closed	Environmental assessments
500,000		MDEP	Submitted/denied resubmit this year	Asbestos remediation
\$250,000	\$250,000	MDEP	Received/in process	Remediation Biofine parcel
\$366,250	\$366,250	MDEP	Received/ in process	Remediation of building 6&7
\$750,000		EPA	Received/in process	Remediation of Lagoons and waste water treatment plants
\$140,000	\$140,000	EMDC	Received /in process	Remediation building #22
\$70,000		EMDC	Received/Submitted	Permitting of Asbestos containment site
\$15,000	\$15,000	EMDC	Received/in process	Scale Shack remediation
\$1,550,000 (\$500,000)	\$500,000	MDEP	submitted/and awarded a grant loan in a smaller amount	Construction of asbestos containment site
\$3,500,000		CDS	Received /in process	Utility and road upgrades Depot street entrance
\$5,000,000		EPA	Received/in process	Lot 3 Remediation
\$500,000		EPA	Submitted Community wide brownfields grant	
\$4,000,000		EPA	Submitted/denied will resubmit this year	Lot 4 east Remediation
\$4,000,000		EPA	Submitted/denied will resubmit this year	Lot 4 West Remediation
\$4,000,000		EPA	Submitted/denied will resubmit this year	Lot 5 Remediation
\$400,000		EPA	Submitted/denied will resubmit this year	Remainder of lot 2 remediation
4,500,000		CDS 2025	Submitted/Recommending to finance	Utility and road upgrades Scale Road Entrance
	15,000,000	RDA	In process/approved	Waste water treatment plant
3,700,000		EDA	Submitted this month	Innovation center
638,000		NBRC	Received/in process	Innovation Center
	\$500,000	MTI	Submitted waiting on determination	Gap funding innovation Center
	\$450,000	MDA	Submitted and approved	Gap funding innovation center
\$100,000		EPA	Received and work performed and administered by EPA	Planning Brownfield Remediation technical assistance

Economic Development Table notes;

1. This month I submitted \$12,900,000 in grant applications to the EPA. This included 3, clean up grants in the amount of \$4,000,000, a smaller clean up grant for \$400,000, and a \$500,000

community wide assessment grant for cleanup town wide. It should be noted the EPA reduced its maximum award from 5 million to 4 million.

- The Planning Board took a tour of the mill and Bio fine’s pilot plant in Old Town of the 13th of November. Members were very impressed with the work completed and ongoing at the mill site and with the Biofine Plant.

Summary: Total anticipated needs \$70,000,000 received \$13,700,649, in process \$41,210,000
Balance needing funding resources \$13,039,351

TIF Budget Report:

The estimated TIF budget has been approved for FY2025. These are the final actual numbers for the TIF budget. Unfortunately, some cuts needed to be made as the mil rate went from \$25.72 to \$20.60. These projects are reported costs not subject the Real Estate increases, so the estimated budget was too high. The budget has been adjusted to reflect the actual revenue.

TIF-Rollins	Budget	Expended	Balance	% Budget	%Income received
Events	\$53,000.00	\$40,997.88	\$12,002.12	77%	
Economic Development	\$250,000.00	\$122,962.28	\$127,037.72	49%	
Communications Director	\$95,155.00	\$43,398.80	\$51,756.20	46%	
Assessing	\$0	\$0	\$0	0%	
Debt Service	\$20,000.00	\$0	\$20,000.00	0%	
Utilities	\$14000.00	\$1,000.00	\$13,000.00	7%	
Cemetery, Parks and Recreation	\$80,300.00	\$40,212.87	\$40,087.13	50%	
Totals Rollins	\$518,401.58	\$248,571.83	\$269,829.75	48%	50%
Reserve-dam	\$35,624.47	\$7,240.00	\$28,384.47	20%	
TIF Bangor Gas	\$74,459.08	\$0	\$0.	0%	50%
TIF Lakeview Senior Housing	\$42,032.53	\$0	\$0.	0%	50%

Notes for the TIF reconciliation; The TIF account has reserves to operate its budget until taxes are received.

- Events line item is always high in the percentage expended, due to Loon Festival at the beginning of the fiscal year.
- Recreation percentage is high due to summer programs.
- December represents the end of the first half of the fiscal year. We are well within where the budget should be at this point, considering recreation and events spend most of their budgets at the beginning of the fiscal year.

MONTHLY REPORT

DATE: December 2, 2024
TO: Richard Bronson, Town Manager
FROM: Wade Jordan, Code Enforcement Officer
RE: Monthly Report for November, 2024

DESCRIPTION	#	November REVENUE	# YTD	REVENUE YTD	FY2024	REVENUE FY2024
Building	5	\$170.00	60	\$10,452	91	\$14,233.69
Electrical	8	\$700.00	24	\$2,100.00	54	\$5,060.00
Plumbing	3	\$605.00	41	\$7,570.00	49	\$10,340.00
Home Occupation	0	\$0.00	0	\$0.00	1	\$60.00
Sign	1	\$40.00	4	\$180.00	9	\$440.00
Land Use Permit	2	\$350.00	11	\$1,300.00	15	\$1,650.00
Street Opening	0	\$0.00	19	\$1,100.00	19	\$950.00
Wood Boiler / Junkyard/Demo	0	\$0.00	0	\$0.00	3	\$60.00
Subdivision	0	\$0.00	0	\$0.00	1	\$1,000.00
TOTALS	19	\$1,865.00	159	\$22,702.00	242	\$33,793.69

Planning Board:

Planning Board had 2 items to review.

Cheri's Shabby Shed; 391 Main St; Map 151; Lot 018; Zone C-2

Loki Solar LLC; Lion Hill Dr; Map 038 Lot 008; Zone DR2 -They will develop 8.5 Acers

M O N T H L Y R E P O R T

Date: November 30, 2024
To: Richard Bronson, Town Manager

RE: Police Department Report for November 2024
From: Mark Leonard – Interim Police Chief

DEPARTMENT UPDATES

Events

Mattanawcook Academy Sports

The basketball season is underway, and our officers are doing an excellent job ensuring safety during the games. All requested assignments have been fulfilled, providing a secure environment for students, staff, and fans alike. This is particularly important for the 2024-2025 season, which is packed with exciting matchups and events. Our presence ensures everyone can enjoy the games safely and without concern.

Election

The recent election in Lincoln went smoothly, with officers stationed across the area to guarantee a safe and secure voting process. We are pleased to report that the event proceeded without incident, thanks to the dedicated efforts of our team.

Staff

This month, we celebrate two special occasions: Happy Birthday to Sgt. Mike Winslow and congratulations to Officer Morales on their two-year anniversary with the department! We wish them continued success and happiness in their roles.

Monthly Stats

Incidents
262

Traffic Citations
8

CASES OF INTEREST

Shots Fired in Residential Area

On November 12, 2024, Officer Milner responded to a report of shots fired near Edwards St. and Clark St. in Lincoln. The caller reported that shots were fired at a residence, and the suspect vehicle fled the scene. Officer Milner confirmed that both the vehicle and an attached garage had been struck by bullets.

Officers A. Winslow, Sgt. Mason, and Det. Jacobs conducted witness interviews and identified the shooter as 19-year-old Landyn Paradis of Enfield. Paradis was arrested without incident and charged with aggravated reckless conduct, aggravated criminal mischief, unauthorized use of property, and discharge of a firearm near a dwelling. He was transported to Penobscot County Jail.

The Lincoln Police Department was assisted by Warden Speary, Warden Voter, and his K-9, Koda.

Shooting in Lincoln ruled a Homicide

On Wednesday, November 20, 2024, at approximately 9:25 a.m., Officer A. Winslow responded to a 911 call from a residence at 614 Mohawk Road in Lincoln, reporting a shooting. Responding officers discovered a deceased individual at the scene. The Maine State Police Major Crimes Unit North was called to investigate the circumstances surrounding the death.

An autopsy performed on Thursday, November 21, 2024, at the Office of the Chief Medical Examiner in Augusta confirmed that the cause of death was gunshot wounds, and the manner of death was ruled a homicide. The decedent has been identified as 51-year-old Jason Nadeau. The Maine State Police Evidence Response Team processed the scene, and all involved parties have been identified. No arrests have been made at this time. More information will be released as it becomes available.

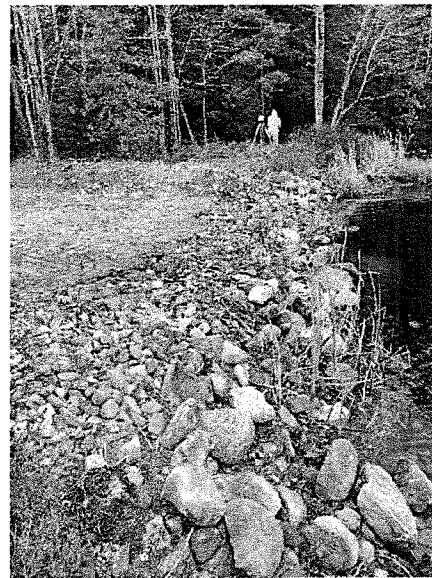
M O N T H L Y R E P O R T

DATE: November 27, 2024
TO: Rick Bronson, Town Manager
FROM: Dennis Bullen, Public Works Director
RE: November FY25

ACTIVITIES:

Winter weather is slow in coming this year and while we waited, a small number of what are termed “projects” or larger jobs were performed in addition to a larger number of smaller or “filler” jobs.

A job termed as a project was the adjustment of the Folsom Pond over flow. This consisted of widening and slightly lowering of the overflow configuration in the levy located on the eastern side of the spillway of Folsom Pond. This feature is here to provide overflow relief in times of high-water inventory in Folsom Pond, avoiding undue hydraulic pressure on the Folsom Pond retaining structure which is comprised of a concrete spillway abutted by earthen dams.



A tree trimming/ brush clearing crew was dispatched this month, clearing fallen trees and the associated brush from a number of locations including but not limited to Frost Street, Winter Street, Penobscot Valley and Folsom Pond Road. This is done periodically and as a pre-winter activity. A larger, more intensive tree trimming operation is also underway this month. An outside contractor has been commissioned to trim the overhanging trees along several of our roads, Town Farm Road, Sweet Road and Bagley Mountain Road among others. Several different contractors have provided us this service in the past and Mike McLaughlin Earth Movers was hired for this phase. A separate tree trimming project was undertaken this month as the trees along the Railroad crossing West Broadway were cleared. Adam Washburn performed this job with assistance from the PW crew in removing the brush and logs from the area.

As a support to the mentioned trimming effort and as normal maintenance practice pre-winter season, a ditch clearing effort began this month and will continue into December. This task is essentially clearing out the existing drainages of any logs, brush, trash and any other debris that may be present and inhibit water flow. This is a thankless but very important process and is done every year to some degree. This year is a much larger undertaking than has been the case in recent years.

The PWD has obtained several shipping containers being now placed in succession and used as a storage facility. Some shelving assembly was salvaged from the now defunct mill property and was re-purposed as shelving in our storage containers. This has worked exceptionally well and now the department boasts an organized and efficient storage area. Included in items and supplies now stored under cover are all of our cones and traffic control devices, all of our road and street signage, an assortment of spare tires for the PWD and Transfer Station, supplies utilized in basin repair efforts and various spare parts.

As is normally the case, the PWD assisted in election equipment set up and break down. This year was an enlarged effort, this due to a larger expected turn-out and an adjusted exterior layout. The process went smoothly as expected.

The patch crew was deployed multiple times this month in an effort to position the streets within the Town in as good and smooth of a condition as possible. This is done throughout the year but a larger and more thorough methodical effort is made as snowfall approaches. Early season and late season are the busiest for the patch crew as the freeze/thaw cycles of the season create the defects in the road commonly known as potholes.

A crew was deployed to re-install the bracketry and the seasonal banners on the street lights along Main Street. These were removed as part of the Main Street Renovation. This became a joint effort between the Rec Department and the PWD.

The Memorial Square will again display a Christmas Tree and the PW provided the felling, the transportation, and the placement of a tree generously donated by the Joe Pacheco Family. A sequential order of images showing the procurement can be seen on the Town Web sites.

Some building maintenance of note was performed this month at the PW Garage. The floors received the bi-annual stripping and waxing. This is done just prior to and immediately after the winter season in a successful effort to preserve the integrity of the flooring. This is done by a floor cleaning company, LaPierre's Cleaning Service. This outfit has been the recipient of the contract for the previous 2 years. An additional annual maintenance procedure was the servicing of the overhead heaters in the garage. Last month, Babbin's Plumbing and Heating serviced the furnace and returned this month to complete the overheads units.

**PUBLIC WORKS MONTHLY REPORT
CONTINUED....**

The resident mechanic had a busy stretch this month. Winter transition was completed meaning all the plow trucks and snow clearing and removal equipment was put into winter readiness. This is an extensive operation, with some of the equipment taking a day or more to transition. The Police Department delivered 2 cruisers that received oil changes and general inspections. The mechanic fabricated a gantry device designed to hold the sanding assembly off the sidewalk tractor. This device will hold the sander when not in use. The resident backhoe from the Transfer Station received a repair in the form of replacing a pair (2) of fuel filters. Another visit to the Transfer Station was required a week later to repair a leaking hydraulic cylinder on one of the outriggers. T-11 made a visit to the shop and had the tires checked for overinflation as a warning light had come on. The offending tire pressure was then reduced. The sander in T-8 experienced an electrical malfunction and the faulty connection was replaced. The sander was installed in the pick-up at that time. The belt in the spreader was worn and was replaced. A worn bearing assembly was identified and parts are on order for a replacement project. Truck #7 received a complete set of tires. This was a scheduled event that had been purposely delayed until just prior to snow season. All normal PM was performed and records of same are kept at the facility.



M O N T H L Y R E P O R T

DATE: December 2, 2024
TO: Rick Bronson, Town Manager
FROM: Dennis Bullen, Transfer Station Director
RE: NOVEMBER, FY2025

ACTIVITIES:

The month of November started out with a continuance of the mild weather that has thus far been the normal and exited with what could be more reasonably expected for this time of year. Traffic volumes were moderate and steady, and consequently, the recycling and SMW totals associated with the month of November reflected the expected volumes for this time of year. The first snowfall of the season arrived right at the end of the month and during the Holiday. This had almost zero effect on the Transfer Station operations.

Recycling totals for the month were roughly equal to last months totals and on par with historical numbers. 20 bales of cardboard were collected and processed this month. Next month will likely be a much larger total with the Christmas season upcoming. Additional to the steady and now expected cardboard total, the crew collected and processed a single bale of newspaper.

Surprisingly, the demo wood pit received significant deposits this month, causing the fire to burn for 14 days. This total is not 14 days straight, but a sum of the days the fire burned for the month. The brush pile and compost pile received moderate deposits.

Shipments leaving the facility were limited. A load of cardboard left the facility totaling 44 bales. This is now typical of how this specific material is disbursed. Better pricing is realized with full load shipments and the rate at which we accumulate cardboard allows us ship this way. Full load shipments have now become standard practice. A single load of mixed metal was also removed from the facility. This rate at which we collect this commodity normally slows during the winter months.

Mechanical issues varied this month with the Case backhoe receiving several visits by the resident PW mechanic. The first visit was made to repair a compromised fuel delivery system. Several filters were replaced and a flush of the supply lines rectified this problem. Barely a week later, the mechanic was again summoned, this time to repair a leaking hydraulic line. The Case backhoe is exceeded any expectations of continued service life. The machine is hanging on by the thinnest of threads and will soon need a replacement. In the very near future, the front rims and tires will need replacement. This repair will be moderately costly, especially when taking into account the solidifying of the tires. All normal PM was performed and records of same are kept at the facility.

Product	2024	2023
Cardboard	20,000 LBS	21,000 LBS
Newsprint	1,700 LBS	1,700 LBS
#2 Plastic		700 LBS
Mixed plastic		
Shredded Office Paper		1,100 LBS

Recyclables collected for the month:

The above table represents the recyclable materials collected and processed for the month.

Materials Shipped:

The following table is a running tally of materials that left the facility for this month. It also represents totals for the year.

Materials Shipped

Materials	MTD	FYTD	Comments
Cardboard	44 Bales	131 Bales	1000lbs. per bale
Newsprint			1700lbs. per bale
Plastic #2			700lbs. per bale
SOW			780lbs. per bale
Light Iron & Tin	1 Loads	8 Loads	Tons vary per load
Glass			
Ash			12-15 tons per load
Waste Oil		225 Gal	Gallons shipped
E-Waste *		2225 LBS	LB. of items shipped
Equipment Tires			Tons of items shipped
Freon Removal		153 Units	# Of units
Fluorescent Bulbs Mixed			# Veolia for recycling
4ft Bulbs		419 Units	# Veolia for recycling
8ft Bulbs		25 Units	# Veolia for recycling

*E-Waste total weight is estimated

**Juniper Ridge Landfill SMW Delivery Totals
Trash Tonnages**

Fiscal Year 2025

Fiscal Year 2024

Month	Tons	Tipping	Cost	Month	Tons	Tipping	Cost
July	404.22	\$95.00	\$ 38,400.90	July	396.35	\$95.00	\$37,653.25
Aug	349.32	\$95.00	\$ 33,185.40	Aug	350.69	\$95.00	\$33,315.55
Sept	332.71	\$95.00	\$ 31,607.45	Sept	363.35	\$95.00	\$34,518.25
Oct	334.24	\$95.00	\$ 31,752.80	Oct	285.95	\$95.00	\$27,165.25
Nov	295.71	\$95.00	\$ 28,092.45	Nov	408.08	\$95.00	\$38,767.60
Dec			\$	Dec	233.30	\$95.00	\$22,163.50
Jan			\$	Jan	316.35	\$95.00	\$30,053.25
Feb			\$	Feb	231.94	\$95.00	\$22,034.30
Mar			\$	Mar	279.74	\$95.00	\$26,575.30
Apr			\$	Apr	311.61	\$95.00	\$29,602.95
May			\$	May	323.26	\$95.00	\$30,709.70
June			\$	June	270.62	\$95.00	\$25,708.90
Total	1,716.2		\$163,039.0		3459.60	\$95.00	\$358,267.80

M O N T H L Y R E P O R T

DATE: December 2, 2024
TO: Rick Bronson, Town Manager
FROM: Ronald Weatherbee, Cemetery, Parks & Recreation Director
RE: November 2024

ACTIVITIES:

Fall programming has concluded and winter programming has begun! Cheering for grades 1/2 has 8 kids participating and grades 3/6 has 11 with a start date of December 3, and we have teams entered into the Eastern Maine Basketball League for 5/6 boys, 5/6 girls, 7/8 boys, and 7/8 girls with 40 participants. The PK-K basketball program currently has 20 registrants, 1st/2nd grade basketball has 39 players, 3rd/4th has 40 players and 5th/6th grade basketball has 20 players registered, and more will continue to register in December. We have also been fortunate enough to have Ashley Albert, Nick Albert, Lea Harper, Cory Harper and Craig Dube volunteer to continue building a K-8 wrestling program with a start date of December 2. They will be utilizing the Mattanawcook Academy cafeteria for their practices and have 24 kids signed up for wrestling already! Our tremendous volunteers make running our recreation programs successful. Thank you to all of our valuable volunteers!

Gym availability has been positive this month as we have used it regularly with minimal conflicts with the schools. Our EMBL teams have practiced on a regular basis and we have had access to all gyms on weekends without any conflicts or issues. December may be a little more challenging as the school's programs will be using all the same facilities as we do. Pickleball had been outside until early this month, and have since moved inside, but once again the issue is gym availability. Pickleball has averaged 15 participants for each session and will start having two sessions on Sundays. Without sports and extra-curricular activities with their peers, our children would miss out on the myriad of important social, emotional and physical benefits of the programs. Another gym facility in our community is becoming more and more of a need for a variety of activities and events for the entire community.

With November's mild weather, the Cemetery Department was able to accommodate cremations and full-size burials throughout the entire month of November, but we only had one full-size burial all month and only one cremation.

BUDGET: Department expenditures are within their normal range at this point in the fiscal year. Two lines have already been overspent, Consumables and Vehicle Maintenance while Equipment Maintenance will be in the near future. The over-all budget is 41% spent with the fiscal year 44% over.

M O N T H L Y R E P O R T

DATE: November 20th, 2024
TO: Rick Bronson, Town Manager
FROM: Lauren A. Hakala- Library Director
RE: Monthly Report for December 2024

Library Activities:

The First Annual Author Event: Our First Annual event was a success reported by all. It was an event that was managed by Cathy Mushero and sponsored by the Friends of the Lincoln Memorial Library. Cathy created the Author's Event, attracted and retained 7 Authors who came to sell signed books during our First Annual Event. Cathy created all the social media and advertising for the Authors and the Library, this is all part of her regular efforts, and then some. A few members of the Friends and a couple of Advisors as well as many patrons joined us as we Celebrated Authors, books and the Lincoln Memorial Library as a place for all who love books and writing. Cathy and Lorna made space for Authors, and the Lunch for Staff, Authors and Friends and it was delicious.

Programs for Adults

We are beginning by offering a **Monday Matinée for our older patrons**, these movies are PG and PG-13 (appropriate for Libraries) ratings to be shown in the Kings Foundations room. This is not a Matinee for Children. **Children's movies are offered on Fridays** and will be in the Children's Area Only. We will be creating an atmosphere where doors are open, still patrons can come in and enjoy a movie; **Classic Christmas Movies; TBA in the month of December.** Our **Homestead Forum** is picking up momentum also, come join us Tuesdays at 3pm for resources and people who make things possible on their homesteads. "The Yarn Society" on Fridays from 3:15 to 4:45; Knitting, Crocheting and Fiber Arts.

Technology: In December we are hosting iPad Basics for three consecutive Mondays 10-11a.m. Tech Thursdays, once a month with Ben Bussier is helpful for those who need direct assistance with their devices with ongoing/regular tech needs.

The Friends of Lincoln Memorial Library: The Friends sponsored the Author Event and were responsible for the Author's Stipend, and part of our lunch. Our Authors were pleased that we offered at least something toward our event, that include an Author Pannel discussion. Our First Annual Author Event went down in the History Books, and many of our Local Authors are looking forward to next year. The Friends will be hosting Santa @ the Library on December 19th @3:00pm.

The Advisory Committee: A huge Thanks to Frank Woodard who made casters for our book shelf; Now we can roll our book shelf off to the side for more space for events. Members have agreed to form a committee to look at our job descriptions moving into next year. We also have a clear commitment to prioritize our building needs. Last

YOUR DEPARTMENT MONTHLY REPORT
CONTINUED...

meeting, thanks to a Council vote, Cathy Moison will join our Advisory Committed until March of 25, Thanks Cathy.

Personnel: No News is Good News our Staff has remained consistent and regular, each taking up parts of the whole.

Equipment and Decor

The Lift: Recently we had our lift rollers, wheels and a new mechanized latch on the lift door, it feels good to finally have all that fixed and done. During our Author Event it was clear we needed a door lock adjustment, our lift mechanic came and did just that!

Needed: Scanners both handheld and desk scanners will be our bigger purchase this FY 25 for operational use.

Old Building: We would like our old library sign replaced; replacing the one that blew off our posts last winter. We have been quoted \$520. Our Advisory List of projects will be out soon.

Training: All in Place and we know what to do. Lorna is working on her Basic Level Certification. Cathy now a Member of NELA and is looking forward to attending their Teaching Conference in 2025.

Projects: For the month of December we are making holiday cards, as means of thankyou cards from The Lincoln Memorial Library.

Statistics and Finances:

	FEES 0650	DONATIONS 1126	FAXES RO104- 0111	BOOK SALE 1126	MEMORIAL DONATIONS 3131
July 2024	\$68.75	\$21.30	N/A	\$172.25	\$50.00
August 2024	\$58.75	\$13.00	\$5.00	\$67.25	\$50.00
September 2024					\$50.00
October 2024	\$155.75	\$261.91	N/A	\$72.25	\$50.00
November 2024			Fax Machine lines- fixed	No Book Sale in Nov.	\$50.00
				Big Book Sale in Dec.	11/18/24 \$1,560.25
Total	\$283.25	\$274.91	\$5.00	\$311.75	\$1,810.25

We turn in our cash bag when book sale cash is in hand.

Full Year Statistic Library Report will be done in March 2025; We will be submitting our Library Statistics while generating the Annual Maine State Library Report.

Respectfully Submitted, Lauren A Hakala- Library Director.

MONTHLY REPORT

DATE: December 2, 2024
TO: Richard Bronson, Town Manager
FROM: Shawn Rogers, Events and Communications Director
RE: Monthly Report for December 2024

Events & Communications:

Most of November has been spent preparing for the 25th annual Breakfast with Santa. This year will be the first year that it is going to be held at Ella P. Burr as MA Class of 2025 is having their Festival of Trees that day at MA. I have been to Ella P. Burr three times now with different people planning the different aspects of Breakfast with Santa. A HUGE thank you to Heidi Fairbanks (Principal of Ella P. Burr) and her staff for being so flexible with us.

The Festival of Lights Parade and Tree Lighting will also be held on December 7th as well. There is not a shortage of events going on that day as there is a craft fair at the Jr. High, the Festival of Trees at MA, Our Heros Military Museum is having a birthday party for WWII Vet, Bob Miller who is turning 101 on December 7, Machias Savings Bank is having their Holiday Event, the Greater Lincoln Community Choir is having a Christmas Concert, and more! I have no doubt that on December 7th, the town will be buzzing and hopefully everyone is in a cheerful mood!

On December 14th, I am helping Officer Peters with the Wreaths Across America. Wreaths are still available for sponsorship. To sponsor wreaths specifically for Lincoln, can be ordered from <https://wreathsassamerica.org/ME0101>. Using this link will make sure that all wreaths go to the Lincoln cemeteries.

In the communication world, I have been updating the Facebook often as well as getting with Lincoln News to make sure that all necessary communications outside of specific Public Notices are covered. In January, my plan is to focus on communications more and branch out our social media avenues more to include more platforms to help communicate better with the younger generation. In January, the first edition of the newsletter will be going out and I am going to focus on growing that list more as well.

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 10a+b

AGENDA REQUEST

* Please note Public Notices need a 7–14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: December 3, 2024
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Department: Town Clerk

Department #: 0101

Request:

Public Hearing – Town of Lincoln Schedule of Fees (0100)

Open a public hearing for the purpose of hearing oral and written comments on the proposed revisions/updates to the Town of Lincoln Schedule of Fees; as attached.

Approval (0100)

Note: This is an annual review and adoption.

Approve the revised/updated Town of Lincoln Schedule of Fees; as attached.

Action Needed From Council: Hold a public hearing and approve a new schedule of fees for 2025

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required: Yes

If So What Dates: 12/9/24

Schedule of Fees Proposed Changes Summary

Airport User Fees

Access Agreements (Through the Fence Agreement): Updated and approved by Town Council on 2/8/2010. Fees are based on one calendar year. There is no reduction in rates for partial calendar years or late payments. Fees are to be renewed annually by January 1.

Commercial Business Plane Agreement \$150.00

Private Owner Plane Fee Agreement \$100.00

Hangar Rental Fee ~~\$165.00~~ \$185.00 per month

Tie Down Fee \$60.00 per month (prorated for less than a month)

Through the Fence (TTF FAA Approved) \$500.00 per year for Commercial (2 FAA Approved)

\$100.00 per year for Personal (1 FAA Approved)

The Airport Director is proposing a \$20 increase to the monthly Hangar Rental fee, adding a Tie Down fee and Through the Fence fees.



202~~4~~5 Schedule of Fees*

(*To be reviewed and adopted annually by the Town Council)

Adopted January 14, 2019

Amended February 10, 2020 New word format and updated fees for the year

Amended August 20, 2020 Added EMS Fees

Amended December 14, 2020 Annual Review and Adoption

Amended September 13, 2021 Freedom of Access fees to match the State law updates

Amended December 13, 2021 Annual Review and Adoption

Amended July 11, 2022 Removed Fire/EMS Fees

Amended December 12, 2022 Annual Review and Adoption

Amended December 11, 2023 Annual Review and Adoption

Amended December 9, 2024 Annual Review and Adoption

Town Office Fees

Fees below do not include advertising fees which may be applied for Public Hearing

The following fees shall be collected at the time application is submitted:

Advertising Fees:

Any alcohol application which requires a public hearing	\$15.00 for advertising fees ONLY
Public Hearing Advertising Notices	First Time Application \$15.00
	Renewal Application \$5.00
	Late Fee \$5.00

(missing newspaper deadline for Council meeting)

Business Filing- One Time Only (set by the State):

Sole Proprietor/DBA	\$10.00
Partnership	\$10.00
Withdrawal of Licensing	\$10.00

Business Licenses:

Beano/Bingo	\$10.00 per event, \$20.00 per year
Blanket Letter for Games of Chance	\$10.00 per event, \$20.00 per year
Bowling Alley	\$20.00 per year
Carnivals, Fairs, & Circus	\$20.00 per event
Exhibitions, Performances, and Public Shows	\$20.00 per event
Innkeeper/Tavern Keeper	\$20.00 per year
Junk Dealers/Pawnbrokers/Dealers in Second Hand Articles	\$10.00 per event, \$20.00 per year
Pool Hall	\$7.00 per table, per year
Public Dances/Dance Halls	\$10.00 per event, \$20.00 per year
Special Amusement	\$20.00 per year
State Dance Permit w/alcohol	Advertising fees ONLY

Copies and Service Fees:

Credit Card Processing Fee	\$1.00 up to \$40.00; 2.5% of transaction over \$40.00
Dedimus Justice*	\$5.00 per oath
Fax (Receive, Transmit)	\$1.00 per page
Lincoln Street Map	\$.50
Military DD214 Filing (set by State law)	\$4.00
Notary* (this service is at each clerk's own discretion)	\$3.00 per notary signature
Photocopies (no color copies)	\$.25 per page
Photocopies for Residents 65 or older	FREE Limit of five copies per visit
Scanned documents emailed at the request of a retail customer at the counter	\$.25 per page

Copies of Whole Documents:

Dog Report*	\$25.00
Charter & Council Rules*	\$15.00
Comprehensive Plan*	\$20.00
Land Use Ordinance*	\$15.00
Shoreland Zoning Ordinance*	\$15.00
Voter Information from CVR (Central Voter Registration System)	Set by the State

Dog Licensing (set by the State):

Dangerous Dog	\$100.00
Intact (not spayed or neutered) Dog	\$11.00
Kennel License	\$42.00 per license (up to 10 dogs)
Late Fee	\$25.00 per dog after January 31st
Neutered or Spayed Dog	\$6.00
Nuisance Dog	\$30.00

Freedom of Access Act Fees (FOAA)

FOAA Research Inquiries	First two hours is free- Set by the State
FOAA Research Inquiries Hourly Fee (after first two hours)	\$25.00 per hour
FOAA Photocopy Fee	\$.10 per page
USB Stick Fee (Document requests too big to provide electronically)	Actual cost of USB

Miscellaneous Fees:

Boat Registration Municipal Agent Fees (set by the State)	\$2.00 new registration \$1.00 re-registration
ATV and Snowmobile Municipal Agent Fees (set by the State)	\$5.00 any registration
Farmer's Market	\$5.00 per day/\$50.00 per season
Inland Fisheries Licensing Agent Fees (hunting, fishing, etc. Set by the State)	\$2.00 per authority; max \$6.00 per license at one time
Mooring Fees (Gazebo-May 1 st – Indigenous Peoples Day)	\$500.00 per season
Applications must be received by April 1 st each year	
If more than two applications are received a lottery will take place- only 2 slips available	
Prorated Mooring Fee- Purchased on or after August 1 st	\$250.00 per season
Motor Vehicle Municipal Agent Fees	Lincoln Resident \$3.00 new registration or renewal Non-Resident \$6.00 new registration or renewal
Quit Claim Deed	\$35.00
Street Sweeper	Summer (May 15-Oct 15) \$245 per hour 6-hr minimum Winter (Oct 16-May14) \$295 per hour 8-hr minimum IN ADDITION to a de-winterization and re-winterization fee of \$800
Winter Parking Permit (Nov. 1 st to April 1 st)	\$10.00 per season

Transient Seller of Consumer Goods:

(phone, door to door, etc. tangible commodities)

Lincoln Resident: \$50.00 three months

Non-Resident: \$100.00 three months

Transient Seller of Consumer Merchandise:

(vehicles, push carts, booths, etc.)

Lincoln Resident: \$25.00 per day
\$50.00 three months

Non-Resident: \$25.00 per day
\$100.00 three months

Victualers Mobile Units:

Lincoln Resident: \$25.00 per day
\$50.00 three months

Non-Resident: \$25.00 per day
\$100.00 three months

Victualers Fixed Locations: \$20.00 per year

Vital Records (set by the State):

Birth, Death, Marriage Certificate- Certified Copy

First Copy \$15.00

Second copy purchased with first copy \$6.00

Non-Certified Copy \$5.00

Disposition of Remains \$20.00

Genealogy Search	\$5.00 per name, per ten (10) year span, per type of record
Marriage License	\$40.00
Vital Record Envelope (upon request; certificate or manila 8.5x11)	\$1.00 each

Code Enforcement Fees

Adult Recreational Use Marijuana Application Fee	\$250.00
Adult Recreational Use Marijuana Yearly Renewal Fee	\$75.00
Appeals Board Application (for Code denials/Planning Board appeals only)	\$25.00
Building Permits	See Land Use Ordinance
Demolition Permit	\$25.00
Electrical Application Permit	\$60.00 for 100 amp service \$80.00 for 200 amp service \$100.00 for new homes/entrance
Home Occupation Application	\$60.00 one time fee
Land Use Application	\$100.00 for a business less than 3,000 Sq. Ft. \$250.00 for a business over 3,000 Sq. Ft.
Plumbing Inspection Fee	Set by the State
Sign Application	\$20.00 for home/business less than 3,000 Sq. Ft. \$100.00 for businesses over 3,000 Sq. Ft.
Street Opening Application	\$50.00 plus cost of fixing back to original state
Subdivision Application	\$250.00 initial review \$100.00 per lot on final approval
Health Complaint:	
Refusal or neglect to comply with lawful order of Health Officer	Not to exceed \$20.00 per offense, unless otherwise provided by State Law

Cemetery Fees

The following schedule of fees and charges is in effect and applicable to all portions of the Lincoln cemeteries. These fees and charges are subject to change at such times as the Town may deem necessary.

Lot Purchase Including Perpetual Care	\$250.00 (\$100 lot/\$150 care)
Transfer of Ownership of Lot	\$125.00

Interments: The following fixed charges will be made by the Town for opening all graves which includes the opening of the grave, removal of excess material, closing and sodding.

Grave Opening- Casket Burial	\$300.00 per grave on weekdays
Grave Opening- Casket Burial	\$450.00 per grave on weekends/holidays
Grave Opening- Creains	\$100.00 per grave on weekdays
	\$150.00 per grave on weekends/holidays

Recreation Fees

The object of charging fees is to offset some of the expenses associated with the Recreation programs. There will be a Resident \$50.00 cap and a Non-resident \$80.00 cap **per season** for any family. Program fees will be evaluated and determined by the Director and Recreation Committee annually.

Airport User Fees

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Commercial Business Plane Agreement	\$150.00
Private Owner Plane Fee Agreement	\$100.00
Hangar Rental Fee	\$165.00 \$185.00 per month
Tie Down Fee	\$60.00 per month (prorated for less than a month)

Through the Fence (TTF FAA Approved) \$500.00 per year for Commercial (2 FAA Approved)
\$100.00 per year for Personal (1 FAA Approved)

Library Fees

(This location only accepts cash and checks)

Fax (Receive, Transmit)	\$1.00 per page
Non-Resident Borrower Card	\$20.00 per year- individual \$30.00 per year- family
Photocopies	\$.25 per page
Photocopies for Residents 65 or older	FREE Limit of five copies per visit
Replacement Library Card	FREE
Replacement of Worn Card	FREE

Public Safety Fees

(This location only accepts cash and checks)

Accident/Incident Reports	\$10.00 per report
Burn Permits	Set by the State
Child Identification	FREE
Concealed Handgun Application and/or Replacement Permit	Set by the State
Fingerprinting- Non-Criminal Purposes	\$20.00 up to 2 cards
Fingerprinting- Town employee/volunteer	FREE
Photocopies	\$.25 per page
Police Detail Requests (4 hour minimum)	\$55.00 per hour AND \$15.00 per hour per police vehicle

Transfer Station Fees

(This location only accepts cash and checks)

A Transfer Station Sticker (Trash Pass) is needed to gain access to the facility and is available for Lincoln residents or persons/business owners who have a location in Lincoln. The pass is needed annually and is available at the Town Office. The first pass for a household/business is **FREE** and additional passes needed for additional vehicles are **\$1.00 each**.

Contractor Gate Opening Fee	\$50.00
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Disposal Fees:

Other Wood Waste

Pick-up or Trailer	\$5.00
Pick-up and Trailer	\$15.00
1 Ton Dump	\$25.00
6 Ton Dump	\$50.00
10 Wheel Dump	\$100.00
Tractor Trailer	\$300.00
Brush/Yard Waste Pickup/small trailer	\$5.00
Brush/Yard Waste 1 Ton truck/large trailer	\$10.00

Pressure Treated Lumber	\$5.00 per estimated cubic yard
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Shingles and Sheetrock

½ Pick-up Load	\$10.00
Pick-up or Trailer	\$25.00
Pick-up and Trailer	\$50.00
1 Ton Dump or Trailer	\$100.00
3-7 Yard Dump	\$400.00
10 Wheel Dump	\$600.00

Furniture Disposal	\$5.00 per piece
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Refrigerant Disposal Permit	\$20.00
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TV, Computer or any E-waste item	\$1.00
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Tires

Passenger, SUV, Light Truck/Utility	\$1.00 ea.
Medium/Heavy Truck	\$8.00 ea.
Equipment Tires	\$25.00 ea.

*Indicates that the fee is waived for Town of Lincoln business

ORDINANCE VIOLATIONS FEES

Animal Control: Violation of Ordinance	\$50.00 for 1 st Offense \$100.00 for 2 nd Offense \$200.00 for 3 rd & Subsequent Offenses
Animal Control Officer-Impound Fee	\$10.00
Unlicensed Dog	Not to Exceed \$100.00
Violation of Dog Feces Removal Ordinance	\$25.00 for 1 st Offense \$50.00 for 2 nd Offense \$100.00 for 3 rd & Subsequent Offenses
Curfew: Violation of Ordinance, Upon Conviction	Not to Exceed \$200.00 Each Offense
Refusal to perform acts in specified time.	\$20.00 for each 24 Hours thereafter
Licenses & Permits: Violation of Ordinance	Not to Exceed \$100.00
Loitering: Violation of Ordinance	Not to Exceed \$100.00
Peddler's: Violation of Ordinance	Not to Exceed \$100.00
Special Amusement: Violation of Ordinance	Not to Exceed \$100.00
Transfer Station: Compensation to the Town for 2 times its cost to clean any unclean roofing material deposited. Any other violation is subject to a minimum fine of \$50.00 and/or loss of privileges as determined by the Transfer Station Director and Town Manager.	

Police: Alternate Penalty Provisions, Payment Schedule

The owner or operator of this vehicle is required to pay the violation fee to the Lincoln Police Department at 21 Fleming Street, Lincoln, ME within 14 days. If not paid during that time, the fee doubles every 14 days, thereafter, up to the amount depicted in the schedule set forth in the Appendix to the Code. If a court hearing on the alleged violation is arranged you may waive your right to a court appearance by mailing or delivering before said date, this notice with payment of the fee to: Town of Lincoln, 29 Main Street Lincoln, ME 04457.

Any violation of the Town of Lincoln’s Parking Ordinance which would be determined as egregious, meaning 3 or more same type violations within a 30-day time period, the Police Chief, or Public Works Director or any police officer may cause any vehicle so parked on any public way to be moved and placed in a suitable parking space off the public way street, at the expense of the owner of such vehicle, and without the Town or any of its employees being liable for any damage that may be caused by such removal. Depending on circumstances, such as, the estimated time of arrival of the towing entity or the feasibility of a police officer standing by the vehicle until the towing entity arrives, or the owner of said vehicle is not readily available to remove said vehicle, the Police Chief or Public Works Director may cause a restraint device (Boot) be installed on said vehicle until such time the towing entity arrives to remove it.

A. Parking too near corner or crosswalk	Not to exceed \$80.00
B. Double Parking	Not to exceed \$80.00
C. Parking left side to curb – wrong side of street	Not to exceed \$80.00
D. Parking obstructing driveway, sidewalk or crosswalk	Not to exceed \$100.00
E. Overnight parking (12:01 am to 6:00 am) Nov. 1st to Apr. 1st (Vehicle Towed)	Not to exceed \$80.00
F. Parking within (15) feet of a fire hydrant unless otherwise designated	Not to exceed \$100.00
G. Parking in a restricted area or other designated prohibited place	Not to exceed \$100.00
H. Parking in a handicapped zone	Not to exceed \$400.00
I. Overtime Parking	Not to exceed \$100.00

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 11

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: December 3, 2024
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Department: Council Chair

Department #: 0100

Request:

2025-2026 Council Committee Appointments (0100)

Confirm the Council Chair's appointments to the following committees:

Roadway Committee: Stephen Clay, Jared McCarthy, and Sheldon Hanington
Appointments Committee: Marscella Ireland, Dan Summers, and Sheldon Hanington
Finance Committee: Stephen Clay, Gordon Street, Marcella Ireland

Action Needed From Council: Confirm Council appointments

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 12

AGENDA REQUEST

* Please note Public Notices need a 7–14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: December 3, 2024
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Department: Council Chair

Department #: 0100, 0106

Request:

Discussion- Limiting Cannabis Shops (0100, 0106)

Action Needed From Council: Hold a discussion

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 13

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: December 3, 2024
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Department: Council Chair

Department #: 0100, 0105

Request:

Discussion- Tax Assistance Committee (0100, 0105)

Action Needed From Council: Hold a discussion

Is This Item Budgeted:	
Was This A Bid Process:	Lowest Bid:
Is Public Hearing Required:	
If So What Dates:	

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 14

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 10, 2024	Today's Date: November 26, 2024
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Department: **Police**

Department #: **0302**

Request:

Order to purchase a 2018 Ford Expedition from the University of Maine Police Department for the Sum of \$20,000.00

Supporting documentation is attached

Action Needed From Council: Authorize the Manger and Chief of Police to Purchase a 2018 Ford Expedition from the University of Maine for the sum of \$20,000.00.

Is This Item Budgeted: **Funds are available in the Cruiser Capital line for Purchase**

Was This A Bid Process: **NO** Lowest Bid: **N/A**

Is Public Hearing Required: **NO**

If So What Dates: **N/A**



Lincoln Police Department



Mark Leonard
Chief of Police

To: Lincoln Town Council
CC. Richard Bronson; Town Manager
From: Mark Leonard; Chief of Police
Date: November 26, 2024
Subject: Justification for the Purchase of 2018 Ford Expedition

I am writing to recommend the purchase of a 2018 Ford Expedition with the following specifications:

- **VIN:** 1FMJU1GT9JEA64696
- **Mileage:** 52,328 miles
- **Price:** \$20,000
- **Key Features:**
 - Blue & white lights (light bar and flashing lights around the vehicle)
 - Siren
 - Motorola radio
 - PA system
 - Mounting bracket for MDT (additional adaptor bracket required)
 - Weapons lock

Reasons for Purchase:

1. **Low Mileage & Condition:**

With only 52,328 miles, this vehicle is relatively low mileage for its year, ensuring reliable service for many more years. Given that the vehicle is a 2018 model, it is relatively new and in good condition, which minimizes the need for immediate repairs or significant maintenance.
2. **Essential Emergency Response Equipment:**

The Ford Expedition is equipped with critical emergency response tools, including a light bar, siren, Motorola radio, and PA system. These features make it suitable for immediate deployment in emergency situations, allowing for enhanced visibility and communication.
3. **Weapons Lock:**

The inclusion of a weapons lock further ensures security and compliance with safety protocols when transporting firearms, an important feature for law enforcement.



Lincoln Police Department



Mark Leonard
Chief of Police

4. **Cost-Effective:**

At a price of \$20,000, the vehicle offers significant value when considering the integrated emergency response equipment and the relatively low mileage. The cost of adding these features to a new or used vehicle would be considerably higher. Furthermore, the vehicle's equipment and capabilities would allow for operational readiness without needing significant upgrades or additional costs.

5. **Operational Readiness:**

With the vehicle's already-installed equipment (light bar, siren, radio), it is ready for immediate use with minimal additional investment required. The only extra component needed is an adaptor bracket for an MDT (Mobile Data Terminal), which is a small and cost-effective addition.

6. **Versatility & Space:**

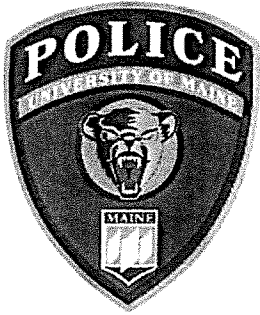
The Ford Expedition offers ample cargo and passenger space, making it ideal for transporting personnel, equipment, and supplies, which enhances its utility for emergency and law enforcement functions.

Conclusion:

The 2018 Ford Expedition the University Police Department is offering for sale is a cost-effective solution that provides essential equipment for emergency and law enforcement operations. Its low mileage, equipped emergency features, and reasonable price point make it an attractive option for purchase. This vehicle will serve as a reliable, ready-to-deploy asset with minimal additional investment.

I recommend proceeding with the purchase of this vehicle as it will significantly benefit our operational efficiency and readiness. I have attached recent photos of the vehicle along with a recent car fax to show no issues with the vehicle. The only additional cost would be a center partition, re-lettering and reprogramming of the mobile radio.

Please let me know if additional information is needed so I can have it available to present when this is discussed at the next Council Meeting.



FOR SALE



YEAR: 2018 MAKE: Ford MODEL: Expedition
VIN: 1FMJU1GT9JEA64696 MILEAGE: 52,328

EQUIPPED WITH: blue & white lights (light bar and flashing lights around the vehicle), a siren, a Motorola radio, PA, a mounting bracket for an MDT (An additional adaptor bracket still required), weapons lock.

PRICE: \$20,000

**For more info, email:
um.policedepartment@maine.edu**







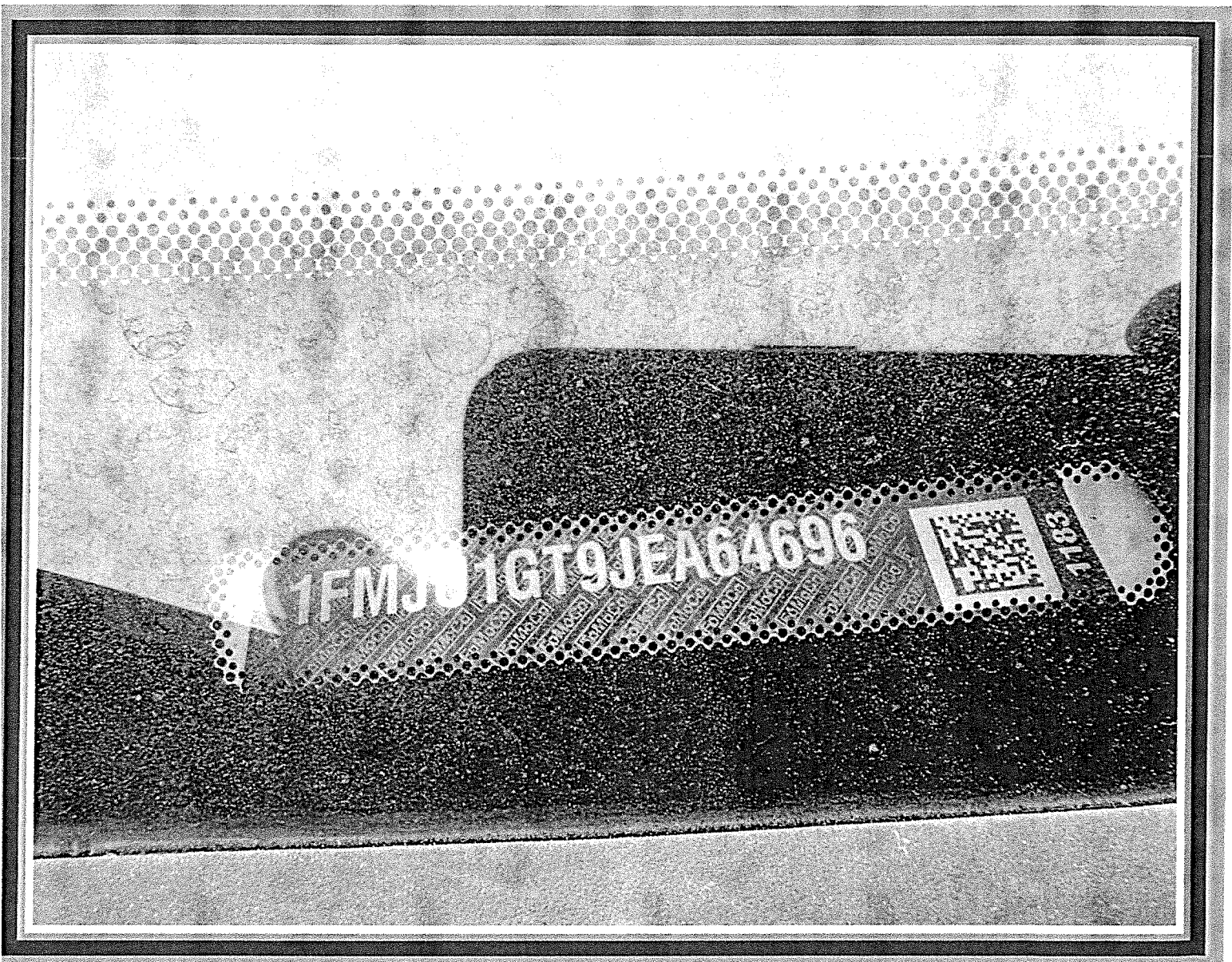




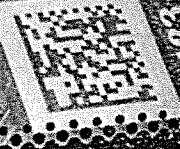








1FMJ01GT9JEA64696



3183

052328 mi

P R N D M



Vehicle History Report™

US \$44.99

2018 FORD EXPEDITION XL FLEET

VIN: 1FMJU1GT9JEA64696
4 DOOR WAGON/SPORT
UTILITY
3.5L V6 F DOHC 24V
GASOLINE
REAR WHEEL DRIVE W/ 4X4
Original Window Sticker

No accidents or damage reported to CARFAX

17 Service history records

CARFAX 1-Owner vehicle

Last owned in Maine

21 Detailed records available

39,819 Last reported odometer reading



This CARFAX Vehicle History Report is based only on information supplied to CARFAX and available as of 11/26/24 at 7:33:46 AM (CST). Other information about this vehicle, including problems, may not have been reported to CARFAX. Use this report as one important tool, along with a vehicle inspection and test drive, to make a better decision about your next used car.

CARFAX Additional History

Not all accidents / issues are reported to CARFAX

Owner 1

Total Loss

No total loss reported to CARFAX.

No Issues Reported

Structural Damage

No structural damage reported to CARFAX.

No Issues Reported

Airbag Deployment

No airbag deployment reported to CARFAX.

No Issues Reported

Odometer Check

No indication of an odometer rollback.

No Issues Indicated

Accident / Damage

No accidents or damage reported to CARFAX.

No Issues Reported

Manufacturer Recall

No open recalls reported to CARFAX. A current list of recalls is available at Ford Motor Company.

No Recalls Reported

CARFAX Title History

CARFAX guarantees the information in this section

Owner 1

Damage Brands

Salvage | Junk | Rebuilt | Fire | Flood | Hail | Lemon

Guaranteed No Problem

Odometer Brands
 Not Actual Mileage | Exceeds Mechanical Limits

Guaranteed No Problem



GUARANTEED - None of these title problems were reported by a U.S. state Department of Motor Vehicles (DMV). If you find that any of these title problems were reported by a DMV and not included in this report, you may qualify.
 View Terms

CARFAX **Ownership History**
 The number of owners is estimated

Owner 1

Year purchased

2018

Type of owner

Estimated length of ownership

6 yrs. 1 mo.

Owned in the following states/provinces

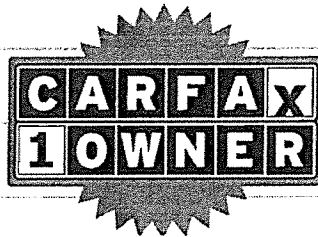
Maine

Estimated miles driven per year

8,348/yr

Last reported odometer reading

39,819



CARFAX **Detailed History**

Owner 1
 Purchased: 2018

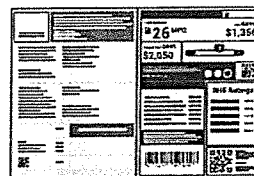


Low mileage! This owner drove less than the industry average of 15,000 miles per year.

8,348 mi/yr

Date	Mileage	Source	Comments
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09/29/2018		Ford Motor Company	Vehicle manufactured and shipped to original dealer
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Original Window Sticker






10/11/2018	7	Darling's Ford VW Audi Bangor, ME 207-992-1740	Vehicle serviced - Pre-delivery inspection completed - Emissions or safety inspection performed
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★ 4.5 / 5.0
 257 Verified Reviews
 ♥ 1,608 Customer Favorites

10/17/2018		Maine	Vehicle purchase reported
------------	--	-------	----------------------------------

Motor Vehicle Dept.

10/22/2018	17	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle sold
12/03/2018		Maine Motor Vehicle Dept. Bangor, ME		Title issued or updated -First owner reported
03/09/2020	13,231	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle serviced -Maintenance inspection completed
07/20/2020	18,230	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle serviced -Maintenance inspection completed
09/11/2020	19,431	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle serviced -Maintenance inspection completed
10/27/2020	20,232	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle serviced -Maintenance inspection completed
11/17/2020	22,083	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites		Vehicle serviced -Maintenance inspection completed

12/08/2020	22,384	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
01/12/2021	22,981	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
02/09/2021	23,701	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
12/30/2021	31,060	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
03/25/2022	32,012	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
04/29/2022	32,176	Darling's Ford VW Audi Bangor, ME 207-992-1740 ★ 4.5 / 5.0 257 Verified Reviews ♥ 1,608 Customer Favorites	 Vehicle serviced - Maintenance inspection completed
06/30/2022	33,386	Swett's Tire & Auto Inc Bangor, ME 207-307-7575 ★ 4.7 / 5.0 20 Verified Reviews	 Vehicle serviced - Heater hose(s) replaced

♥ 13 Customer Favorites

11/03/2022 34,913

Darling's Ford VW Audi
Bangor, ME
207-992-1740



Vehicle serviced

★ 4.5 / 5.0

257 Verified Reviews

♥ 1,608 Customer Favorites

11/29/2022

Darling's Ford VW Audi
Bangor, ME
207-992-1740



Vehicle serviced

★ 4.5 / 5.0

257 Verified Reviews

♥ 1,608 Customer Favorites

12/29/2022 35,500

Darling's Ford VW Audi
Bangor, ME
207-992-1740



Vehicle serviced

★ 4.5 / 5.0

257 Verified Reviews

♥ 1,608 Customer Favorites

07/24/2023 39,819

Darling's Ford VW Audi
Bangor, ME
207-992-1740



Vehicle serviced

★ 4.5 / 5.0

257 Verified Reviews

♥ 1,608 Customer Favorites

Have Questions? Please visit our Help Center at www.carfax.com.



Glossary

First Owner

When the first owner(s) obtains a title from a Department of Motor Vehicles as proof of ownership.

Ford or Lincoln Mercury Recall

The Ford Motor Company provides CARFAX with Field Service Action and recall information regarding safety, compliance and emissions programs announced since 2000 for a specific vehicle. For complete information regarding programs or concerns about this vehicle, please contact a local Ford or Lincoln Mercury Dealer.

Ownership History

CARFAX defines an owner as an individual or business that possesses and uses a vehicle. Not all title transactions represent changes in ownership. To provide estimated number of owners, CARFAX proprietary technology analyzes all the events in a vehicle history. Estimated ownership is available for vehicles manufactured after 1991 and titled solely in the US including Puerto Rico. Dealers sometimes opt to take ownership of a vehicle and are required to in the following states: Maine, Massachusetts, New Jersey, Ohio, Oklahoma, Pennsylvania and South Dakota. Please consider this as you review a vehicle's estimated ownership history.

Title Issued

A state issues a title to provide a vehicle owner with proof of ownership. Each title has a unique number. Each title or registration record on a CARFAX report does not necessarily indicate a change in ownership. In Canada, a registration and bill of sale are used as proof of ownership.

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11/26/24 7:33:46 AM (CST)

BID OPENING
Tax Acquired Property

Present: Melissa Quintela & Ann Morrison
December 3, 2024 @ 4:43 PM

Bids Received:

Bidder	Amount Bid
5 Highland Avenue	Minimum \$18,585.00
Neha Raval	\$31,000.00

LINCOLN M A I N E

Bid Sheet for Tax Acquired Property:

Property Location: 5 Highland Ave Lincoln me-04457

Bid Amount: \$ 31,000.00

Bidder Name: Neha Raval

Address: 7 Highland Ave Lincoln maine-04457

Phone Number: 857-499-2021

Please include a Bank Check or Money Order for 10% of your total bid with this form in a sealed envelope and address it to: Town of Lincoln

Tax Acquired Property Bid
29 Main St
Lincoln, ME 04457

Bids must be received prior to the Public Bid opening date and time to be considered.

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 17

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: November 22, 2024
--	---------------------------------

Department: Assessing

Department #: 0105

Request:
To approve the abatements requested by the assessor.

Action Needed From Council: To approve the abatements

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

Town of Lincoln

Tax Assessor and Tax Collector abatement request

I am requesting the following abatement due to an error or inequity in their assessments that was not discovered until this tax billing period. In first chart, these errors have been carried forward for 10 plus years.

Name	Billing years	Amount	Business equipment/Real Estate
Elizabeth Marks #3559	FY 2024 FY 2023	\$2,291.65 \$1,960.20	Building value, overvaluation from data entry error
Byron Sanderson #2904	FY2024 FY2023	\$293.21 \$250.80	Land valuation valued higher than all other property in residential area

Name	Billing years	Amount	Business equipment/Real Estate
Whitney Energy #272	FY 2024 FY 2023	\$1,546.11 \$1,373.78	This abatement is for the purpose of reissuing the bill and forgiving the interest that has accrued. In FY2023 this bill was issued to the incorrect owner. The bill was correct for the following year and the FY2025 year. The problem was the owner of this property thought it was included in his monthly tax booklet payment. It was an oversight. This would allow us to abate the bill issued in error and reissue a corrected bill less the interest of \$93.30 for FY2023 and \$49.21 for FY2024

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 18

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: 11-22-2024
Department: Economic Development	
Department #: 0103	

Request:

To approved the resolution to apply for a Community Resilience Grant for the purpose of Stormwater planning and design for \$75,000.

Action Needed From Council: To approve and sign

Is This Item Budgeted: N/A	
Was This A Bid Process: N/A	Lowest Bid:
Is Public Hearing Required:	
If So What Dates:	

Lincoln Town Council

Resolution to Support the application through the Community Resilience Program for Stormwater Planning

WHEREAS, the Town of Lincoln’s storm drain system has experienced damage by several large severe rain events over the past year

WHEREAS, the Town of Lincoln has made significant investment in infrastructure redevelopment of existing infrastructure throughout the town, without limitation, repair and reconstruction of downtown sidewalks and road repair from related weather incidents

WHEREAS, the Town of Lincoln has identified that it needs the assistance through this grant for planning and design to meet the drainage requirements these storm events have caused

WHEREAS, in the judgment of the Town Council, repair and modification of the current storm drainage system would be a tremendous burden on the taxpayers

WHEREAS, the Town Council supports the application to the State of Maine through the Community resilience partnership for Storm water planning and design.

NOW THEREFORE, IT HEREBY IS

RESOLVED: That the Lincoln Town Council approves the Town Manager and more generally the Town to make application and take necessary efforts to secure approval of the for the grant for stormwater planning and design.

Adopted in Lincoln, Maine, this 9th day of December 2024

LINCOLN TOWN COUNCIL

John Trask, Chair

Stephen Clay, Vice Chair

Marscella Ireland

Gordon Street

Daniel Summers

Jared McCarthy

Sheldon Hanington

TOWN COUNCIL

YR: 24 MO: 12 ITEM # 20

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

Council Meeting Date: December 9, 2024	Today's Date: December 4, 2024
--	--------------------------------

Department: Town Manager

Department #: 0100

Request:

Executive Session (0100)

Retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (A) Personnel.

Action Needed From Council: Retire into Executive Session

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

Month of November 2024

Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY21/OLDER				\$ -	\$ 17,571.00		
FY22			\$ 7,794,464.06	\$ -	\$ 17,005.89		
FY23			\$ 9,211,729.23	\$ 12,537.70	\$ 109,816.62		
FY24		\$ 22,547.30	\$ 10,704,302.46	\$ 2,896.24	\$ 283,736.45	97.35%	97.46
FY25	\$ 41,724.96	\$ 18,148.25	\$ 11,614,025.40	\$ 3,827,794.82	\$ 5,963,670.26	48.66%	49.67
FY26				\$ 2.99	\$ (726.31)		
Total	\$ 41,724.96	\$ 40,695.55					
TOTAL MONTHLY REVENUE				\$ 3,843,231.75			

COMMENTS:

This month our office processed 2,204 tax receipts, and there were 27 abatements issued by our Assessor, Ruth Birtz.

Respectfully Submitted,
Tracie L. York, Tax Collector

Excise Collection		% Collected	Last Year	% Col Last Year
Motor Vehicle	\$ 67,449.24		\$ 80,982.98	
Boat				
Aircraft	\$ -		\$ -	
Total this month	\$ 67,449.24	14.83%	\$ 80,982.98	8.22%
FY 2025 Excise Total	\$ 512,827.94			